

# **PLANNED UNIT DEVELOPMENT/ OVERALL DEVELOPMENT PLAN**

## **Transmittal Items**

### Primary Mandatory Items

1. Universal Application, including legal description
2. Application fee (\*refer to fee schedule)
3. Written explanation of the project
4. Site Plan showing proposed development
5. Copy of Overall Development Plan
6. Certificate of Taxes Paid
7. Proof of ownership (title policy dated within 30 days of submittal)
8. Proof of water and sewer services
9. Proof of Utilities (e.g. electric, and gas)
10. Conceptual Review Meeting Letter and/or Waiver Traffic Impact
11. Fees Acknowledgement

### Secondary Required Project Specific Items

1. Neighborhood Meeting Summary
2. Certificate of Notice to Mineral Estate Owners/and Lessees
3. Certificate of Surface Development
4. Copy of Overall Development Plan
5. Application for Rezoning

### Required Engineering Documents

1. Drainage Report\*
2. Traffic Impact Study\*